



UTAH INSURANCE DEPARTMENT
TITLE INSURANCE ANNUAL REPORT CHECKLIST
Due annually by April 30th

**Reports must be filed electronically to market.uid@utah.gov.
Paper filings will not be accepted.**

- ___ Complete [Transmittal Form](#).
- ___ Complete [Annual Report of Controlled Business Transactions](#).
[Rule R592-11-4](#)
- ___ Provide Annual Report, Financial Condition, Transactions and Affairs.
[Rule R592-11-3](#)
 - ☐ Balance Sheet
 - ☐ Profit and Loss Statement (i.e. Income Statement) for **each** of the following.
[31A-19a-209\(3\)](#):
 - Title business
 - Escrow business
- ___ Provide name and address of each financial institution where a trust or escrow account is maintained.
A copy of the most recent bank statement will satisfy this requirement.
- ___ Provide declaration page of fidelity bond or professional liability insurance policy or other equivalent, approved by the Commissioner. [Rule R592-11-3\(2\)](#)
- ___ Provide name of qualifying licensee or licensees who have the requisite amount of experience in title-search and title-escrow or an attorney approved for an exemption.
[31A-23a-204\(1\)](#)
- ___ Provide address of the title producer's physical office and principal place of business as required by [31A-23a-406\(1\)\(g\)](#) and [31A-23a-412\(1\)](#).
Reporting in the annual statement does not satisfy the requirement to report address, email and phone changes within 30 days to NIPR or SIRCON, as required by [31A-23a-412\(1\)\(c\)](#) and [R590-244-13\(2\)](#).